

VACANCY ANNOUNCEMENT

ANNOUNCEMENT NUMBER: 39-04

OPEN TO: All Interested Candidates

POSITION: Plumber FSN-4; FP-AA*

OPENING DATE: June 17, 2004

CLOSING DATE: June 30, 2004

WORK HOURS: Full-time; 40 hours/week

SALARY: *EFM/MOH/NOR: US \$21,518 p.a. (Starting salary for full performance level)
(Position Grade: FP-AA to be confirmed by Washington)

*Ordinarily Resident: EURO 8,780 p.a. (Starting salary for full performance level), Position Grade: FSN-4

NOTE: All applicants who are not the Family Members of USG employees officially assigned to post and Under Chief of Mission Authority must be **RESIDING IN COUNTRY** and have the required work and/or residency permits to be eligible for consideration.

The U.S. Embassy in Skopje is seeking an individual for the position of **Plumber in the General Services Section**.

BASIC FUNCTION OF POSITION

The Plumber will operate a motor vehicle to perform journeyman level plumbing work. Will install and repair plumbing fixtures for toilet bowls, flush tanks, wash basins, bathtubs, kitchen sinks, water heaters, faucets and traps. Will install, repair, and clean water and sewer lines. Will install and repair washing machines and dishwashers and any connections for the same. May perform welding work in connection with installations. Will have to check fuel levels for central heating. Repair and replace parts such as expansion and overflow tanks. Other duties as required.

A copy of the complete position description listing all duties and responsibilities is available in the Human Resources Office. Contact (3116-180, #2115).

QUALIFICATIONS REQUIRED

NOTE: All applicants are instructed to address each selection criterion detailed below with specific and comprehensive supporting information.

1. Completion of elementary school is required.
2. Two to three years of journeyman level plumbing work experience is required.
3. Level II (Limited knowledge) Speaking/Reading English and Level III (Good working knowledge) Speaking/Reading Macedonian is required.
4. Knowledge of established practices and procedures for plumbing work.
5. Driver's license is required (for categories of vehicles to include passenger cars). To be able to use the tools of the trade, including power tools. Tact in dealing with a wide variety of USG employees and contacts, is required.

SELECTION CRITERIA

When equally qualified, Appointment Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

ADDITIONAL SELECTION CRITERIA

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. Currently employed AEFMs who hold a FMA appointment are ineligible to apply for advertised positions within the first 90 calendar days of their appointment.

TO APPLY

Interested candidates for this position should submit the following, or the application will not be considered:

1. Application for U.S. Federal Employment (SF-171 or OF-612); or
2. A current resume or curriculum vitae that provides the same information as an OF-612; plus

3. Candidates who claim U.S. Veterans preference must provide a copy of their Form DD-214 with their application.
4. Any other documentation (e.g., essays, certificates, awards, copies of degrees earned) that addresses the minimum requirements of the position as listed above.

SUBMIT APPLICATION TO

Human Resources Office
Attention: Robert A. Collins, Human Resources Officer
American Embassy Skopje, Blvd. Ilinden bb, 1000 Skopje, Macedonia
E-mail: CollinsRA@state.gov

POINT OF CONTACT

Name: George Popov
Telephone: 389-2-3116-180 #2115
FAX: 389-2-3117-103
E-mail: PopovG@state.gov

Please refer to **<http://skopje.usembassy.gov/employment/work%20opportunity.htm>** for the status of submitted applications.

DEFINITIONS

1. AEFM: A type of EFM that is eligible for direct hire employment on either a Family Member Appointment (FMA) or Temporary Appointment (TEMP) provided s/he meets all of the following criteria:
 - US citizen;
 - Spouse or dependent who is at least age 18;
 - Listed on the travel orders of a Foreign or Civil Service or uniformed service member permanently assigned to or stationed at a US Foreign Service post or establishment abroad with a USG agency that is under COM authority;
 - Is resident at the sponsoring employee's or uniform service member's post of assignment abroad, approved safehaven abroad, or alternate safehaven abroad; and
 - Does not receive a USG annuity or pension based on a career in the US Civil, Foreign, or uniform services.

2. EFM: Family Members at least age 18 listed on the travel orders of a Foreign of Civil Service or uniformed service member permanently assigned to or stationed to a US Foreign Service post or establishment abroad with a USG agency that is under COM authority who do not meet the definition of AEFM above.
3. Member of Household: A MOH is a person who: 1) Has accompanied, but is not/not on the travel orders of a U.S. citizen Foreign or Civil Service employee or uniform service member permanently assigned to or stationed at a U.S. Foreign service post or establishment abroad; 2) Has been declared by the sponsoring employee to the Chief of Mission as part of his/her household; and 3) Resides at post with the sponsoring employee.
4. Ordinarily Resident (OR): A citizen of the host country or a citizen of another country who has shifted the main residency focus to the host country and has the required work and/or residency permits for employment in country.
5. Not-Ordinarily Resident (NOR): Typically NORs are AEFMs and EFM of FS, GS, and uniform service members who are on the travel orders and under Chief of Mission authority, or other personnel having diplomatic privileges and immunities.

CLOSING DATE FOR THIS POSITION: JUNE 30, 2004

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